

SUPPLEMENTAL GUIDANCE FOR FILM AND TELEVISION PRODUCTION

Updated: October 9, 2020

The City and County of Honolulu has established a Reopening Strategy in which the film industry has been designated as an allowable activity under the Essential Business category.

DEPARTMENT OF PARKS AND RECREATION – PERMITTING DETAILS:

The following guidelines are to be followed to obtain permission to film at jurisdictions under the Department of Parks and Recreation. Permits will be issued based on the social gathering sizes stated in the Reopening Strategy document. Given the fluid nature of the situation, allowable numbers may be revised in the future. Please check to ensure the most current allowances are being used when planning for the shoot. As of September 24, 2020 they are:

Tier 1: groups of 5
Tier 2: groups of 5
Tier 3: groups of 10
Tier 4: groups of 25

All productions must follow the *City and County of Honolulu Guidelines for Film and Television Industry* which outlines the Covid-19 health and safety protocols to be followed while working on the island of Oahu. This *Supplemental Guidance* should be reviewed in conjunction with the general guidance for the industry.

- No permits for a developed park will be issued for weekends or holidays unless a specific exemption has been granted by the Director of Parks and Recreation.
- **MICRO**, minimal impact crews of 5 people or fewer shall follow the usual film permitting procedures.
- **SMALL**, minimal impact crews consisting of six (6) to a maximum of 20 people must operate in up to four (4) pods of no more than five (5) people per pod. A minimum of 10 feet physical distancing between pods shall be maintained. A crew member, generically called a 'covid-19 compliance officer' must be on-site and is responsible for ensuring and enforcing that all cast and crew adhere to the health and safety guidelines.
- **MEDIUM and LARGE** productions of 20 or more people must request a Standard Permit and must organize themselves in pods of no more than five (5) people per pod. A minimum of 10 feet physical distancing between pods shall be maintained. A crew member or members, generically called a 'covid-19 compliance officer(s)' must be on-site and is responsible for ensuring and enforcing that all cast and crew adhere to the health and safety guidelines. A Honolulu Police Department Special Duty Office is also required and must be visible to the public while the production is on-site.

- Parking for production is allowed in parking lots, provided that at least 50% of the lot remains open to public.
- Production may set up canopies but must include it in the film permit request and the canopy must be set up according to these guidelines:
 - Only 10' x 10' canopies are allowed, with no more than 5 people per canopy
 - Physical distancing is not required within the canopy. Up to five (5) people, who do not need to be from the same household, may gather under the canopy.
 - Canopies must be secured using weighted methods; staking into the park grounds is not allowed unless specifically stated the permit
 - Multiple canopies may be set up but must be a minimum of 12 feet apart
 - A perimeter of three (3) feet outside the canopy is a part of the issued permit and may be utilized as covered and uncovered permitted area
 - Canopies set up near a sidewalk must be a minimum of six (6) feet away from the sidewalk if the outside area adjacent to the sidewalk will not be used or a minimum of nine (9) feet if the three (3) foot perimeter will be used
 - Canopies may be set up for hair, make-up and as dressing rooms with sides but a reasonable amount of ventilation and airflow is required.
 - If the canopy is to be used as a changing room, then all four (4) sides may be utilized but should only have one (1) person occupy it at a time. The interior of the canopy with sides should be sanitized with a CDC disinfectant in between each use and be allowed to 'air out' with at least two of the four sides raised for at least 5 minutes in between users.
 - For two (2) to five (5) occupants a canopy may have a maximum of three (3) sides utilized.